



To: Cohort One Residents

From: Niki Fayne

Date: August 28, 2020

Welcome to Newsletter #7. You are now aware that New York City Schools are officially slated to re-open on September 10th. We anticipate that most of you will experience a hybrid model with some face-to-face teaching and some remote teaching. Of course, the determination of whether or not you will be encouraged to come into a school building will be made by the building principal in accordance with the plan submitted and approved to the NYCDOE.

Preschools and day care facilities have remained open throughout the pandemic, particularly for essential workers. If you have been assigned to a PreK placement, you should assume that remote teaching will not be an option. Please recognize that the health and safety of each of you remain front and center in our planning. If you have an underlying condition or family circumstances that make face-to-face teaching worrisome (even in a setting that conforms to CDC guidelines), you need to share your concerns with Alderson immediately.

Getting Ready for the School Year to Begin: Alderson Magloire, Project Director, has scheduled your check-in meetings (**Wednesday Aug 26 through Friday Aug 28, 2020 from 3:00pm to 7:00pm**). He is preparing a report about what he has learned during each session, and I will follow up in cases where I have cause for concern. Informally, he has indicated that most of the meetings held on Wednesday and Thursday have been quite productive. In cases where they were not, it was clear that there had not been any prior communication between the host teacher and resident. While you may have tried to connect with your host teacher earlier in the summer and not been able to do so, you now need to schedule regular meetings so that you develop an action plan for your 15 clock hours per week of field participation. In order to facilitate focused conversations, we have created a collaboration log (copy available as an attachment to this email as well as in the LUTE STEM handbook appendix). Please complete it for each meeting and retain for your files so that you can share it with LUTE STEM staff or Lehman faculty if necessary.

In order to allow you to participate fully in remote teaching, we are asking building leaders to provide you with access to NYC Google Classroom as well as any other proprietary online platforms they will be using to deliver online instruction. They have been asked to include you in the Galaxy data base as a PNOB (Person Not on Budget) so that you can be issued a

NYCDOE email. In order to get you into the system, we will need to supply social security numbers. Gail Gray has developed a secure system for transmitting social security numbers using a Drop Box with limited access. We will be asking your permission to share your social security number with building leaders so that you can participate fully in online learning. Please respond to our request in a timely fashion.

CUNY requests that all teacher preparation programs ask candidates who are working in field placements to review the web site that details academic continuity policies and to sign a form acknowledging that they have done so. You will be receiving this form electronically (link to Google form). Please complete it and press submit.

Multiple Literacies: When I reviewed progress on the two Multiple Literacies playlists, I found that a majority of residents have not earned both badges. We will be auditing your progress and determining whether we need to put a pause on your second living wage stipend until you have completed this requirement. If you are experiencing technical difficulties, you need to let us know. Once you have completed all of the requirements for a playlist, email me so that I can review the playlist and award the badge.

Accountability Measures: There will be two forms of accountability during Phase One of the Residency (September, 2020- January 2021).

- Time Sheets: You will report your 15 hours of participation on a weekly basis on a Google Doc time sheet prepared specifically for this purpose. The information will be recorded by Gail Gray and used as documentation for issuing monthly living wage stipends. You will receive the first Google Doc time sheet from us shortly.
- Taskstream ePortfolio: As noted in the LUTE STEM Handbook (Phase One) there are a number of required submissions organized by month. In the original handbook, we mentioned a documentation file. To streamline the collection process, we are giving each of you a free subscription to Taskstream (a web-based, ePortfolio system). Since you will be required to use Taskstream during spring semester student teaching, you will benefit both from the free subscription and the navigation practice.

You need to sign up for your account online at <https://login.taskstream.com/signon/> Click on Create Account. When you get to Step One-Activate Subscription, you will select Option 2 and provide the following non-transferable code (Please do not share since there are limited subscriptions per code): **LEHMY7-XPP8WT**. You will find an “Activating Your Account” user guide attached to this email that provides step by step instructions. If you run into trouble, Taskstream has a very good help line: 800-311-5656

Once you are in the system, we will assign you to the LUTE STEM Phase One Directed Response Folio (DRF). Below is the calendar for submissions:

Requirement	Timeline
1. One Teach-One Observe (Co-Teaching Variation 1) Template	September-October
2. One Teach-One Assist (Co-Teaching Variation 2) Template	September-October
3. Differentiation (Co-Teaching Variation 3) Template	September-October
4. Supplementary Instruction (Co-Teaching Variation 4) Template	September-October
5. Intervisitation Summary	September
6. Intervisitation Summary	October
7. Lesson Sequence	November-December
8. Video Self-Reflection	November-December
9. Intervisitation Summary	November
10. Intervisitation Summary	December
11. Intervisitation Summary	January

Several of you have commented on the requirements in the LUTE STEM Phase One Handbook and wondered if modifications would be appropriate given current circumstances. Please note the following change:

The Intervisitations will no longer involve actual class visits. Instead, residents will either: 1) review videotaped teaching episodes from best practice video libraries and use the intervisitation summary as a way to provide reflections; or 2) complete an alternate reflection activity created by the Lehman faculty partner school liaison. Regardless of format, you will be focusing on particular elements in the Danielson Framework so that you develop an understanding of how Danielson is used to assess teaching performance.

We remain open to substituting alternate activities for the requirements listed above. We will be consulting with your Lehman faculty partner school liaison throughout the fall semester to determine what other changes might be necessary.

Co-teaching is a signature aspect of LUTE STEM, and, therefore, plays a central role in our accountability system. Your host teachers were provided with a webinar that details co-teaching variations and contains video clips of residents and mentor teachers working together in co-teaching situations. I am including the link to the video here if you wish to watch it:

- [Co-Teaching](#)